



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: 4/25/2014
Submitted by: Captain Michael J. Dudash
Department: Police
Speakers: Captain Dudash/Chief Doyle

Date of Meeting: 5/8/2014
Time Required: 15 minutes
Background Info. Supplied: Yes: No:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
Public Hearing:	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input checked="" type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

TITLE OF ITEM

The Joint Merrimack NH Police Department and School District Full Scale Active Shooter Exercise

DESCRIPTION OF ITEM

To discuss and to request support to apply for a Homeland Security Exercise and Evaluation Grant through the State of New Hampshire-Grants Management in conjunction with the Homeland Security Grant Program. This grant would cover the expenses for planning, coordinating, staffing, training of emergency personnel on how to be more effective and efficient when responding to an Active Shooter scenario at one of our schools. This exercise would involve several workshops, seminars, table-top exercises over a 6-9 month period and will lead up to a Functional Live Exercise. The cost of this grant could be upwards into the \$50,000 scale. All funded by the New Hampshire Homeland Security Emergency Management.

REFERENCE (IF KNOWN)

RSA:	Warrant Article:	_____
Charter Article:	Town Meeting:	_____
Other:	N/A	

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input checked="" type="checkbox"/>

CONTACT INFORMATION

Name:	<u>Captain Michael J. Dudash</u>	Address	<u>Police Department</u>
-------	----------------------------------	---------	--------------------------



MERRIMACK POLICE DEPARTMENT

31 Baboosic Lake Road • Merrimack, NH 03054
(603)424-3774 • Fax (603)424-1760
www.merrimackpd.org

Mark E. Doyle
Chief of Police

MEMO

TO: HONORABLE TOWN COUNCIL
FROM: CAPTAIN MICHAEL J. DUDASH
DATE: 24 APRIL 2014
RE: SUPPORT TO SEEK HOMELAND SECURITY FUNDS (ACTIVE SHOOTER)

In the past couple of years, the Merrimack Police Department, has worked diligently with the school district to make our schools safer, and to be prepared for that ungodly call that there is a shooter in one of our schools. For the past couple of years, the school district has budgeted monies to hire a security/liason to work with both police and fire to improve on our capabilities, and to identify security areas that are important to address. We have done an extensive amount of work on planning and equipping, both officers and the schools, in case of an emergency.

The senior leadership, from both the Police and School District has had several formal meetings. The objective of these meetings was to create and continue an open line of communication while meeting the needs of improving security and safety for the school district. During this time period, we have developed a general order that requires sector cars to make a daily stop at schools that do not house a resource officer. A police portable radio has been deployed in all the main offices of the schools, along with the proper training on how and when to communicate directly to the police. Key boxes have been attached outside the schools for officers to make a quicker entry in case of a call. As you are all aware, we have two resource officers, one assigned to the High school and the second at the Middle School. Our Community Officer provides partial coverage while teaching "PACT" at the Upper Elementary.

Officers have been trained, and will continue to participate in training, to enter as a tactical team when called to an active shooter incident. or other emergencies. We have worked jointly with the school system to familiarize every officer with the layout of all the schools. Our leadership team, specializing in tactical entries, implemented training workshops for all the school personnel, which consists of a PowerPoint presentation, a tactical entry, and a question and answer period. The training's main focus was to expose the school district to what they will face in the first few minutes of an active shooter, and what the role of Law Enforcement will be, along with what our expectations are from them.

Senior management, from the police department, have attended numerous conferences, and have observed other organization's drills, to evaluate what we have done and what we need to improve on. With this said, I recently was in front of this Honorable Counsel, requesting that we accept monies from Homeland Security to cover the overtime and backfill of 8 officers to participate in the Bedford NH exercise on April 28th.

Captain Albert and I have attended a few meetings, comprised of a table exercise and will be our present as observers on the 28th of April, in Bedford. In a discussion with Chief Doyle, and Marge Chaffrey, the Superintendent of schools, it was agreed that we have made many improvements over the past couple of years but the continual need for preparation for an active shooter is critical, along with maintaining what we have learned. The timing is right, because of funds being available to test our core capabilities. It is critical that we test and evaluate all the hard work that we have put into the preparation of an emergency response to an active shooter at one of our schools. The need to self-evaluate ourselves, with help of others, will assure we are doing the best we can do to protect our children.

I have reached out to Emily Matruscello, of the New Hampshire Homeland Security Emergency Management, and she met with Lt. Trepaney, Les Carter of the School District, and myself, to discuss the grant process that would cover 100% of the funding through the State of New Hampshire-Grants Management Unit. This grant will cover the reimbursement of the exercise(s). This includes workshops, seminars, table exercise and the "Live Drill". The expenses will cover overtime/backfill, food, supplies, and other personnel reimbursement required by event. This project will also include an After-Action Report/Improvement Plan, which will detail are efficiencies and identify our weaknesses.

The budget process of this grant, can be complicated to determine exactly what the total cost will be to finance such a drill. The number of workshops is dependant on the amount of work that is completed and future task assignments. The Bedford Police department's grant was in the \$50-60,000 range.

In speaking with Emily Matruscello, I would anticipate 3-5 workshops, 3-5 seminars, a table exercise, and then a full functional exercise. It is our hope to begin and complete the workshops in June and July, the Seminars in July/August and the table exercise would be late fall, with the Full exercise in the spring of 2015.

The Merrimack Police Department and School District feel strongly that this grant would be advantageous and allow us the opportunity to test our readiness and capabilities for any emergency. I would respectfully ask this Honorable Board, to grant the police department permission to apply and accept monies up to \$60,000 from the Homeland Security and Emergency Management for a series of workshops, seminars, table exercise and a full functional drill.

It is at the recommendation of Emily Matruscello that the full grant be broken into three parts, one application to cover workshops/seminars, one application to cover the table exercise and one to cover the live drill.

The grant, once again, covers reimbursement in 5 areas; Hiring of contractors/Consultants, Overtime and Backfill, Supplies, Food and other items (rentals of space...)

As always, we would welcome members of this Honorable Board to be present at one or both of the table and live exercises.